

CHAFEE Youth Advisory Board Service Standards

Effective July 1,2012

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I. Service Description

There will be one State Youth Advisory Board (YAB). Youth from each of the 18 regions will be selected to participate on the State YAB. Interested youth must submit an application to the YAB contractor/designee and be selected to participate.

The YAB is designed to give youth ages 16 to 21 (or 23 if youth is receiving ETV funding), the opportunity to practice leadership skills and learn to be advocates for themselves and others. Enhancing partnerships between youth and adults will be a direct result of a successful board. The goal(s) of YAB are to provide an avenue whereby youth in care can inform DCS staff, placement facilities, foster parents, policy makers, and the public on the issues that impact teens and young adults in the foster care system. Fostering YAB development and youth participation will also further enhance collaboration, cultural competence and permanent connections with other youth and adults as they engage in the YAB process. This program will also assist with preparing youth as they transition from adolescence to adulthood by recognizing and accepting personal responsibility.

The Youth Advisory Board will meet **at the least 9 times annually**. Meetings will include the following: (1) an orientation meeting and training for new members and as a refresher of the goals of the YAB as provided by DCS, the contractor selected to facilitate the YAB, and/or national consultants; (2) a discussion of ideas related to services provided to foster youth and develop recommendations to the State Older Youth Initiatives Manager or designee; and (3) a discussion about the YAB annual work plan and ways to implement this plan. The YAB will have the option to participate in one conference per year as a Board. The conference will be of the Board's choosing. YAB youth will participate in a preconference meeting with an overnight stay to finalize plans for participation in the conference. **Youth will be encouraged by DCS and supported to participate in other conferences or DCS events occurring throughout the year and their involvement may exceed the nine prescribed annual meetings.**

A childcare allowance of \$25 per meeting will be available for any participating YAB member that requires child care assistance for their children. For those with multiple children, additional amounts may be approved by DCS. Financial stipends of \$30 will be provided to each YAB member participating in meetings as well as hotel expenses and meals for overnight stays. The State mileage rate will be made available for transporting the youth to the meetings. A stipend of \$25 and hotel expenses will be provided for the youth's caregiver/transporter for overnight stays with the youth also. The cost of the hotel rooms cannot exceed the state maximum cost per hotel room. Sign-in sheets will be maintained for each meeting. They will be completed by the youth participants and include each participant's name, contact phone number, and address. The agenda for each meeting and minutes of the previous meeting will be provided to each board member prior to a scheduled board meeting.

DCS will provide access to conference calling capability, on occasion, to enable the YAB to continue to move their Work Plan forward, to meaningfully engage YAB members in planning activities and to further connections and relationship building among members and staff. It is expected that participation on the Youth Advisory Board will:

- Balance each members' need for support and empowerment
- Encourage youth led initiatives
- Demonstrate clear, concrete, sincere appreciation of youth contributions

- Provide preparation to assist youth in assuming roles traditionally reserved for adults, for which they have no prior experience such as advocating for needs of youth in foster care, developing a “youth in foster care” handbook, developing a speakers group to educate community organizations on the needs of youth in foster care, serve as presenters at conferences, etc.
- Encourage participation in annual Mayor’s conferences, annual child welfare conferences such as: The Adoption Forum, The Juvenile Judges Symposium and other educational forums.
- Allow for consistent opportunities to give structured feedback regarding the quantity and quality of services and supports provided to them in care and after they have aged out.
- Facilitate development of personal responsibility by ensuring that the youth participate in the planning and implementation of services at the individual level.
- Initiate opportunities for youth leadership and service development
- Provide an opportunity to learn from youth.
- Improve the quality of Older Youth Services by obtaining direct input and feedback from youth members that are receiving such services.
- Assist with the opportunity to develop or change public policy to improve lives of individuals and families involved in the system.
- Provide broad consultation to state child welfare administrators in the long-term implementation of the state plans and represent the voices of foster youth across Indiana.

II. Target Population

1. Youth ages 16 to 21 who are in foster care, including CHINS, Collaborative Care, and Probation youth, with a case plan establishing the need for Independent Living Services.
2. Youth ages 16 to 21 who were formerly in foster care, including CHINS, Collaborative Care, and Probation youth, between the ages of 16-18 that were returned to their own homes and remain a CHINS or adjudicated a delinquent with a case plan establishing the need for independent living services.
3. Youth age 18 to 21 who were formerly in foster care (including CHINS, Collaborative Care, and Probation youth) for a minimum of 6 months between the ages of 16-18 and had a case plan establishing the need for independent living services.
4. Youth who are 18 to 21 who would otherwise meet the eligibility criteria above and who were in the custody of another state or were a “ward of another state” will be eligible if through the Interstate Compact for the Placement of Children there is a verification of wardship and all eligibility criteria from the state of jurisdiction.
5. Youth adopted on or after age 16 from the child welfare system
6. Youth receiving ETV funding up to age 23

III. Goals and Outcome Measures

Goal #1

Youth development

Outcome Measures

1. 94% of the youth participating will attend and actively participate in YAB meetings.
2. 94% of the youth participating will demonstrate the ability to openly discuss agenda topics.
3. 100% of the youth participating will be invited to participate in giving feedback to DCS.

4. 100% of the youth participating will be invited to participate in the planning process of the States Older Youth Initiatives.

Goal #2

DCS and youth satisfaction with services

Outcome Measures

1. 94% of the youth who have participated will rate the services “satisfactory” or above.

IV. Minimum Qualifications

1. The agency providing Youth Advisory Board services must have experience working with youth ages 16 to 21.
2. Personnel providing Youth Advisory Board services as a facilitator must hold a Bachelors degree in social work or a comparable human service field and have experience in case work and group work. Personnel providing facilitation will be supervised by an individual with a Master's degree in social work or a comparable human service field.
3. Personnel providing assistance to the facilitator regarding transportation must have and provide proof of a valid driver's license and minimum car insurance coverage.

V. Billing Units

1. Facilitation rate (per meeting): includes planning, preparation for meetings, recruitment activities, arranging transportation for youth, and other activities related to facilitating YAB meetings.
2. Participation Stipend and Travel Expenses (Housing, meal expenses, and mileage): reimbursed at actual cost which includes housing for youth and adult transporters for any overnight stays and meal costs for the youth during meetings, mileage, and stipends (\$25 for adult transporter, \$30 for youth participant).
3. Childcare allowance (\$25 per youth per meeting)

A. Translation or Sign Language

Services include translation for youth who are non-English language speakers or hearing impaired and must be provided by a non-family member of the client. (actual cost)

VI. Case Record Documentation

Necessary case record documentation for service eligibility for CHINS and probation youth must include:

Application form for each youth participating on the YAB from each region

1. Sign in sheets from each meeting
2. Minutes of each meeting
3. Proof of license and insurance for staff providing transportation for YAB members
4. 6 month reports.

Reports shall include:

- a. Recruitment efforts detailing areas of the state the board has traveled and the effects on membership as a result of the event/meeting.
- b. Report detailing all speaking engagements, including presenting board member names, attachment of the presentation, and any participant feedback if written documentation has been supplied.

- c. Other documentation as requested by DCS.

VII. Service Access

Services must be accessed through a YAB application.